

Appendix B

Commonwealth of Virginia Database Index Reporting Form											
1.	Public Body Name & Numeric Code:	Dept. of Criminal Justice Services (00140)	4. Point of Contact: Joseph R. Marshall								
2.	Database Title:	Grants Management Information System	5. Phone Number: (804) 786-1577								
3.	Database Acronym:	GMIS	6. Signature & Date: <i>Elizabeth M. Hancock 7/14/98</i>								
7. Database Description and Contents: <i>(Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state government and a description of the general contents of the database. Indicate known restrictions to public access.)</i> DCJS applies for, is awarded and/or receives millions of dollars in criminal justice grant funds from both federal and state governmental sources. Local and State agency juvenile justice, violence against women, victims of crime, crime prevention, drug enforcement, community corrections alternatives, law enforcement officer training, and criminal justice records/systems improvement programs are funded through a competitive grant process. This data base tracks each local and state agency's competitive request for grant funds from DCJS through the review/award/deny activities and post-award monitoring of project progress. Data is maintained on the recipients of all grant awards, including project demographics (project director, program administrator and fiscal officer addresses, phone numbers and faxes), requested budget funds, staff funding recommendations, and awarded funds. Individual subgrantee budget amendments, after award, are also maintained, as well as quarterly, cumulative expenditures and obligations of each subgrantee. Additionally, all disbursements to the individual subgrantees are recorded and maintained in the data base. The GMIS is a Microsoft Access 97 data base application. Information from the data base may be made available, except where exempted or otherwise restricted by statute. Note: <i>Specific information relating to data fields, record/table layouts, and known restrictions to public access is maintained by the public body. Please contact the point of contact noted in Item 4 for further details.</i>											
8. Date of Last Update: July 17, 1998 9. Frequency of Update: <input checked="" type="checkbox"/> Daily, <input type="checkbox"/> Weekly, <input type="checkbox"/> Monthly, Other:											
10. Formats Available and Schedule of Fees: <i>(Provide a description of each format in which the database is made available, and the cost, if any, of each format.)</i> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left; width: 60%;">a. <u>Format</u></th> <th style="text-align: left; width: 40%;">b. <u>Cost</u></th> </tr> </thead> <tbody> <tr> <td>CD Rom of Data Base Tables</td> <td>\$175.00</td> </tr> <tr> <td>Standard Data Base Reports</td> <td>\$5.00 Each</td> </tr> <tr> <td>Ad Hoc Reports</td> <td>\$45 per hour, minimum 1 hour charged</td> </tr> </tbody> </table>				a. <u>Format</u>	b. <u>Cost</u>	CD Rom of Data Base Tables	\$175.00	Standard Data Base Reports	\$5.00 Each	Ad Hoc Reports	\$45 per hour, minimum 1 hour charged
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Send completed form to the Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-1905 (Attn: Mary Clark).

5/30/97